



**TOWN OF MANSFIELD**  
**OFFICE OF THE YOUTH SERVICES BUREAU**

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Patricia Michalak, MA  
Youth Service Bureau Coordinator

**YSB Advisory Minutes**  
**November 13<sup>th</sup>, 2012**  
**12:00 noon @ Mansfield Town Hall**  
**Conf. Rm. B**

**Board Members**

*Present:*

Frank Perrotti, Assistant Chair, Resident  
Kathy McNamara, YSB Social Worker  
Kevin Grunwald, Human Services Director  
Chuck Leavens, E O Smith Counselor  
Eileen Griffin, LCSW Resident  
Steven Martin, Graduate Social Work Intern

**I. Call to Order**

- Meeting called to order at 12:00 PM by Eileen Griffin.

**II. Approval of minutes**

- October 9, 2012 minutes were not approved because this was an unofficial meeting.

**III. Reports**

- Director's Report – Kevin Grunwald
  - o Distributed Quarterly Report
  - o Discussed town's response to the storm
  - o Uconn dining services provided meals for the town during the storm
  - o American Red Cross stepped in to assist families and individuals in need during the storm
- Coordinator's Report – Patricia Michalak

**Overview:** October is the month where our programs are thriving. The programs being implemented are structured and planned with the collaborative effort of many volunteers from the University of Connecticut.

**Cope:** Cope is reaching the midpoint of sessions. We are at maximum capacity in regard to number of participating children in COPE due to our limited amount of staff and volunteers. Cope is running smoothly and the children enjoy attending and sharing their information as well as helping each other.

**Big Friends:** Big Friends has had three sessions and there are two remaining before the holiday break. One session did not occur due to the inclement weather. The Uconn volunteers are forming great working relationships with the children, which is enhancing the social aspect of their lives. The volunteers also work with the students to complete their homework.

**Multi-Family Group:** Two Uconn Pharmacy students continue to volunteer for the MFG. They are involved in assisting the families.

**Girl's Group:** Annie Zinn, an Uconn Graduate Journalism major, who has previously volunteered with YSB is working with Gui Estes and the eight girls who are working on journaling and learning the benefits of writing. All are enthusiastic participants. We are fortunate to have such amazing volunteers. The first Girl's Group session has been completed and there will be a second Girl's Group that will begin after Thanksgiving. Annie Zinn and Gui Estes will be continuing to facilitate this group.

#### **IV. Old Business**

- YSB part time position- Service improvement request has been started. Staff is working on quantifying the position. It was agreed upon that there is a need to wait to further discuss this topic due to the lack of board members in attendance.
- YSB Programs- Positive youth development programs are taking place at the Mansfield middle school. The new location has worked out very well. The programs that take place at the school are: Big Friends mentoring program, Parent Education/Support Group, Girl's Journaling Group, and Boy's Leadership Group.
- Volunteer Orientation- This topic was not discussed.

#### **V. New Business**

Kathy McNamara discussed, in depth, what the two Pharmacy Students will be doing in regard to case managing cases from the MFG. Also, mentioned that MFG is functioning at maximum capacity. We are available to do psychiatric assessments and bring new families into the group as others move out.

In regard to Grief Matters, Kathy McNamara introduced some information and also explained that Pat Michalak will present further information at the next meeting.

Kathy McNamara presented information discussing the use of a PHD student from the Psychology Department from Uconn to assist during COPE. We are working on developing a relationship with the NEAG program to ensure that we receive another PHD student next year.

#### **VI. Other**

Frank Perrotti introduced an issue regarding the perception of the town. It was mentioned that the problems that occur are not receiving proper attention and being properly covered by the media. Suggested that we invite the Mansfield Middle School principal to the next Advisory Board Meeting.

#### **VII. Adjournment**

Meeting adjourned at 12:50 p.m. December 11<sup>th</sup>, 2012 next meeting